



PUBLIC NOTICE Announcement

RELOCATION EXPENSES WILL BE PAID

Applications must be received or postmarked by the closing date.

Vacancy Announcement:	PN-00-SC-31-072
Number of Vacancies:	1
Type of Appointment/ Tour of Duty:	Career or Career-Conditional Permanent/Full Time
Title, Series, & Grade:	Mathematician, GS-1520-15
*Promotion Potential:	NONE
**Salary Range (per annum):	\$84,638 - \$110,028
Opening Date:	June 14, 2000
Closing Date:	August 14, 2000
Organization Location:	Office of Science Office of Advanced Scientific Computing Research Mathematical, Information, & Computational Science Division
Duty Station:	Germantown, Maryland
Who May Apply:	All U.S. Citizens
Bargaining Unit Position:	YES
Supervisor/Manager Position:	NO

* A candidate selected below the full performance level may be promoted to the full working level without further competition. However, this implies no promise or guarantee of promotion. The selectee must demonstrate the ability to perform at a higher grade in order to be eligible for promotion.

** Salary includes Year 2000 9.05% locality-based adjustment for the Washington-Baltimore area (DC-MD-VA-WV-St. Mary's County, MD). Newly-appointed supervisors/managers must serve a one-year probationary period.

SUMMARY OF DUTIES AND RESPONSIBILITIES: This position serves as Program Manager for Applied Mathematical sciences. The incumbent, as a recognized technical authority and expert in the Department of Energy (DOE), has the responsibility to conceive, justify, plan, and coordinate research in applied mathematics relating to computational sciences. Applied Mathematics is an essential scientific discipline used to solve scientific and technical problems in the field of physics, chemistry, engineering, biology, and the natural and social sciences. Mathematics relating to computational science allows mathematicians to solve scientific and technical problems with the aid of computers. The incumbent

organizes, participates in, or leads committees composed of agency, interagency and government personnel for the purpose of representing DOE and programmatic interests. Consults and negotiates with leading pure and applied mathematicians, government and scientific personnel both nationally and internationally on sensitive issues of complex areas of importance to all involved parties. The incumbent examines and ascertains pioneering research needs and opportunities of this research program against scientific and technological advances and of potential needs of the Department. Secures essential information in applied mathematical sciences through site visits, study of scientific and technical literature, participation in discussions with scientists, engineers, and technical program managers within DOE, DOE laboratories, universities, other federal agencies, private research institutions, industry and foreign research institutions via workshops, conferences, and committees. The incumbent prepares, justifies and supports the applied mathematical sciences portion of the budget. Coordinates, and organizes the development of funding allocations for assigned programs. Based on contractor, DOE laboratory, and grantee research proposal reviews and evaluations, the employee selects, implements and manages the research program, including acting on emerging opportunities, determining funding levels, and recommending and initiating necessary proposal denials and program terminations. Provides advice to high level agency officials on overall policy and program direction related to the applied mathematics sciences program, and serves as spokesperson for the agency in this regard with the scientific community.

QUALIFICATION REQUIREMENTS:

BASIC REQUIREMENTS: Candidates must possess the requirements as shown in either A or B:

A. Degree: mathematics; or the equivalent of a major that included at least 24 semester hours in mathematics; **OR** B. Combination of education and experience - courses equivalent to a major in mathematics (including at least 24 semester hours in mathematics), as shown in A above, plus appropriate experience or additional education. The total course work in either A or B above must have included differential and integral calculus and in addition, four advanced mathematics courses requiring calculus or equivalent mathematics courses as a prerequisite.

SPECIALIZED EXPERIENCE: An applicant must possess one year of specialized experience directly related to the duties of this position and possess the particular knowledge, skills, and abilities to successfully perform the duties of the position. *Specialized experience must demonstrate that the applicant has determined research needs implementing applied mathematics using computation science to solve technical problems in such fields as chemistry, physics, biology and the natural and social sciences; has interacted and negotiated with leading pure and applied mathematicians and other scientists on sensitive research issues; has determined finding levels, and has approved and denied research proposals; evaluated contractor performance; recommended program termination; and has communicated status of programmatic phases to top level scientific echelons in the scientific community. In addition, to qualify for this GS-15 Research Position, applicants must demonstrate outstanding attainment in a broad, or in a narrow but intensely specialized field of research. The individual will typically have authored a number of important publications, of which at least some have had a major impact on advancing the field, or are accepted as definitive of important areas of it, and/or they will have contributed inventions, new designs or techniques which are regarded as major advances in basic or applied research, and which have opened the way for extensive further developments, or have solved problems of great importance to the scientific field, to the agency, or to the public. The individual is sought as a consultant by colleagues who are themselves specialists in their field. Invitations to address national professional organizations, and recognition in the literature of his/her field through favorable reviews and numerous citations by others are typical.* To be creditable, specialized experience must have been at least equivalent to the next lower grade level in the Federal Service. All qualifications and legal requirements must be met within 30 calendar days of the closing date of this announcement.

RANKING FACTORS: Applicants who meet the qualification requirements will be further evaluated to determine the extent to which their education, work-related experience, training, awards, and supervisory appraisals indicate they possess or have the potential to acquire knowledge, skills, abilities, and personal characteristics required to perform the duties and responsibilities of the position. All of the factors listed below will be used in the evaluation process.

1. Knowledge of the scientific and technical advances in applied mathematics utilizing computational science to formulate new research opportunities in the field.
2. Ability to plan, budget, justify, and allocate funds among a variety of competing scientific research programs/projects.
3. Ability to manage, plan, implement, and evaluate a complex national research program in applied mathematics.
4. Knowledge of the policies and procedures for merit and peer reviews to effectively manage a complex scientific research program.
5. Ability to communicate effectively, both orally and in writing, in the capacity of spokesperson for the Department.

OTHER ELIGIBILITY REQUIREMENTS: An appointee will be required to provide verification of U.S. citizenship and/or employment eligibility under the Immigration reform and Control Act of 1986 (Public Law 99-603). If selected, a male applicant born after December 31, 1959, must confirm his selective service registration status.

PRIORITY SELECTION: "Surplus" and "displaced" DOE employees, inside and outside the Headquarters commuting area, as defined under the Career Transition Assistance Plan (CTAP) regulations of the Office of Personnel Management and applicable Departmental guidelines, who apply for this position and who are determined to be well-qualified*, will receive selection priority in non-promotional circumstances. Former DOE employees who are eligible under appropriate reemployment priority list (RPL) procedures will receive selection priority within the commuting area. When there are no eligible RPL applicants, displaced employees from other agencies who are eligible under the

Interagency Career Transition Assistance Plan (ICTAP) and who are determined to be well-qualified will receive selection priority. **When applying, employees who are eligible under CTAP, RPL, and ICTAP, as applicable, must include a copy of their Certificate of Expected Separation, specific reduction-in-force separation notice, or the separation Notification of Personnel Action (SF-50), which officially documents eligibility for special selection priority.**

* To be considered **well-qualified** under CTAP and ICTAP, an employee must satisfy the following criteria: (1) meet OPM's eligibility requirements and basic qualification standards, including experience and, as applicable, requirements relative to positive education and/or certification, as well as selective placement factors; (2) must fully meet ranking factors numbers **1 AND 3**; and (3) is physically qualified with reasonable accommodation.

SPECIAL EMPLOYMENT PROGRAMS: Applicants eligible for consideration under the following special employment programs: VRA (Individuals must be Vietnam era or post-Vietnam era veterans who have been discharged within the past 10 years. VRA covers only positions through Grade 11 and equivalent.); 30% disabled veterans, people with disabilities, individuals eligible under the provisions of the Veterans Employment Opportunities Act of 1998 (which includes preference eligibles and veterans who have been separated from the armed forces under honorable conditions after 3 years or more of continuous service), **please see application instructions under "How To Apply" when submitting your application(s). For information on these authorities, please call (202) 586-8562; TDD users may call (202) 586-5654.**

HOW TO APPLY: If vacancy is announced under both merit promotion and competitive procedures (Public Notice), all candidates who wish to be considered under both **MUST** submit two (2) applications--one under the Merit Promotion Announcement Number and one under the Public Notice Announcement Number. In addition, all status/nonstatus candidates who wish to be considered under one or more of the following **Special Employment Program(s)** – VRA (Individuals must be Vietnam era or post-Vietnam era veterans who have been discharged within the past 10 years. VRA covers only positions through Grade 11 and equivalent.); 30% disabled veteran; preference eligibles or veterans eligible under the Veterans Employment Opportunities Act of 1998 appointments -- **MUST** submit a separate completed application for each vacancy announcement and/or Special Employment Program under which you wish to receive consideration. Please **CLEARLY** indicate only one vacancy announcement number AND, if applicable, the Special Employment Program listed above, on each application submitted. Individuals claiming 5-point or 10-point veterans preference must submit a copy of their DD-214; those claiming 10-point preference must submit, in addition, an SF-15, "Claim for 10-point Veteran Preference," and the proofs stipulated therein.

For each announcement under which an application is made, in addition to any of the above, the following should be submitted: (1) a completed application or resume, and/or an Optional Form 612 (OF 612), "Optional Application for Federal Employment." Please refer to the attachment, "U.S. Department of Energy Headquarters Application Information Requirements," for the information that is required in your application package; (2) the most recent performance appraisal of record, preferably completed within the last year, or a statement as to why one is not enclosed; (3) if you are a current Federal employee OR if you have prior Federal service and are a reinstatement eligible, please submit a copy of your last SF-50, "Notification of Personnel Action," that documents your competitive status and tenure; and (4) a statement addressing each of the Ranking Factors as they relate to your knowledge, skills, and abilities. **Failure to submit the aforementioned items may result in your not receiving adequate consideration. Applications must be received or postmarked by the closing date.** Attached is DOE Form 1600.7, "Applicant Disability, Race/National Origin and Sex Identification" (may also be obtained on the DOE Web Site, listed below). This data is being collected to plan and evaluate the Department's recruitment of persons with disabilities, minorities and women, and to help ensure that our personnel practices meet the requirements of Federal law and regulation. The data you supply will be used for statistical analysis only. Submission of this information is voluntary. Failure to provide this information will have no effect on the processing of your application for Federal employment, and individual personnel selections are not made based on this information. Applications submitted in response to this announcement become the property of the personnel office and are not returnable. Send application materials to:

**U.S. Department of Energy
MA-352, Room F-125
19901 Germantown Road
Germantown, MD 20874
ATTN: Sharon P. Weaver
Public Notice #: PN-00-SC-31-072**

Complete copies of DOE Headquarters Vacancy Announcements may be accessed via the Internet at: www.hr.doe.gov/pers/doejobs.htm. TDD users may call (301) 903-0547 to obtain a copy of any DOE Headquarters vacancy announcement. For specific information about this vacancy announcement, you may contact a personnel representative at (301) 903-5661. Vacancy announcements are not available at this telephone number.

*DOE supports the policy of restricting smoking in all Federal facilities. Smoking (cigarettes only) is permitted in designated smoking areas.
U.S. Citizenship is required. The Department of Energy is an Equal Opportunity Employer.*

U.S. Department of Energy Headquarters

Application Information Requirements

Since December 31, 1994, the Federal Government has not required a standard application form for most jobs. However, certain information is needed to evaluate your qualifications and to determine if you meet legal requirements for Federal employment. Here's what your resume' or application must contain (in addition to any specific information requested in the vacancy announcement).

VACANCY INFORMATION

- # Announcement number, and title and grade(s) of the job for which you are applying.

PERSONAL INFORMATION

- # Full name, mailing address (with zip code) and day and evening phone numbers (with area code).
- # Social Security Number.
- # Country of citizenship. (Most Federal jobs require United States citizenship.)
- # Veterans' preference.
- # Reinstatement eligibility. (If requested in the announcement, attach SF50 proof of your career or career-conditional status.)
- # Highest Federal civilian grade held. (Also give job series and dates held.)

EDUCATION

- # High school name, city, and state (zip code if known).
 - C Date of diploma or General Equivalency Degree.
- # College or university name, city, and state (zip code if known).
 - C Majors, type and year of any degree received. (If no degree, show total credits earned and indicate whether semester or quarter hours.)
 - C Send a copy of your college transcript only if it is requested on the vacancy announcement.

WORK EXPERIENCE

- # Give the following information for your paid and non-paid work experience related to the job for which you are applying. Do not send job descriptions.
 - C Job title (include series and grade if Federal job).
 - C Duties and accomplishments.
 - C Employer's name and address.
 - C Supervisor's name and phone number.
 - C Starting and ending dates of employment (month and year).
 - C Hours worked per week.
 - C Salary.
- # Indicate if your current supervisor may be contacted.

OTHER QUALIFICATIONS

- # Job-related training courses (title and year of each).
- # Job-related skills; for example, other languages, computer software or hardware skills, operating knowledge of tools and machinery, typing speed.
- # Job-related honors, awards and special accomplishments; for example, publications, memberships in professional or honor societies, leadership activities, public speaking, and performance awards (give dates but **do not** send documents).